

MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
WORK SESSION
May 17, 2007

The State Board for Community and Junior Colleges (SBCJC) met at 6:00 p.m. at the Jackson Hilton in Jackson, Mississippi, on May 17, 2007.

The following members were present: Mr. Henry (Bubba) Hudspeth, Mr. Max Huey, Mr. Napoleon Moore, Dr. Dorothy Nelson, Mr. Ed Perry, and Mr. George Walker. The following were absent: *Mr. Chip Crane, Mrs. Patricia (Pat) Dickens, Mr. Bruce Martin and Mrs. Brenda Yonge.*

SBCJC staff present: Dr. Wayne Stonecypher, Dr. Randall Bradberry, Dr. Jason Pugh, Mrs. Deborah Gilbert, Dr. Larry Day and Mrs. Janet Dominy.

Guest present: Dr. Reggie Sykes – Institutions of Higher Learning (IHL).

Mr. George Walker called the meeting to order at 7:30 p.m.

Mr. Walker opened the meeting by welcoming Mr. Max Huey to the State Board.

Mrs. Deborah Gilbert reviewed the **Finance** agenda items, as follows:

Education Enhancement Fund Disbursements for May 31, 2007, from funds 4080 and 4110 in the total amount of \$3,213,260. See "Finance Attachment 1" of the May 18, 2007, meeting minutes.

Mrs. Gilbert reported that the **April Education Enhancement Disbursements** for Fund 4080 and Fund 4110 were approved in the total amount of \$3,213,260, and this was exactly what we expected to receive; however, the past two months we received a little less than this amount. We hope to make up the difference in June. Dr. Stonecypher said that he estimates there will be a substantial reduction in the **Education Enhancement Fund** for next year. Sales tax revenue is expected to be lower next year. Mrs. Gilbert said that the **Education Enhancement Fund** was established by the one cent sales tax when the tax rate went from 6% to 7%. The one cent goes primarily into the public schools, community colleges, and universities budget.

Mrs. Gilbert stated that Attachment 2a. is the **General Fund Statement** as of April 30, 2007. The percentage time remaining is 16.67%. There is 8.9% of the budget remaining. Balance reflects expenditures for the Agency.

Attachment 2b. is a conglomeration of special funds: proprietary, workforce carryover, unemployment tax, and federal funds. In **Subsidies, Loans and Grants**, there is \$71.6 million budgeted. The agency has spent 55.84%. Mrs. Gilbert anticipates that spending will rise as we approach the end of the fiscal year and into the lapse period of July and August.

Attachment 3 is the **2008 Administrative Budget**. The session has just ended, and the legislature approved our appropriations for FY08. The SBCJC budget team has been working on this budget. Attachment 3 includes a summary page which shows the change in percentage from FY07 to FY08 shown by funding source as well as major object. The 3 to 5 sheets behind this page you will see the interworking of our budget. There are some increases and decreases, and there are explanations for those.

The **2008 Z-1 Budget** is attachment 4a of the **Support Budget**. We are required to submit this to the Department of Finance and Administration. They will then establish a budget in the state-wide accounting system in the total amount of \$231,156,523. This includes **General Funds** and **Education Enhancement Funds**.

Attachment 4b is the **Z-1 Administrative Budget**, and it ties back to approval of the FY08 Administrative Budget by funding source and major object.

Attachment 5 is the **Guidelines for the Administration of the Associate Degree of Nursing Support**. The Board has established guidelines for the way we will distribute the funds. Coahoma has only 32 ADN students, and this guideline will give them the necessary funds that they need. Also, this is the only program that considers out-of-state, as well as, Mississippi residents, in the enrollment count for allocation of funds.

Attachment 6 is the **Guide for the Disbursement of Advanced Training Center Funds**. This defines what an Advanced Training Center is, and what will qualify for these funds. It gives a lot of discretion to the colleges. What may be considered high-skilled in one district might not be in another district.

Attachment 7 is a **Disbursement Schedule**. The Treasury Department likes to have a schedule of disbursements to anticipate cash flow, because a large sum of money goes out in July. The Treasury Department, as well as the schools, knows when to anticipate the disbursement of certain funds. Funds 4110, 4080 and 2298 should be identical (1/12) disbursements every month. The other items are disbursed in July and in January except for the Health Insurance. We do a reconciliation twice a year for actual participants and those that have life insurance. We pay 75%, and when we reconcile, we pay the balance of the 25%.

There are currently no purchases \$25,000 or greater being requested for item 8. Mr. Ray Smith in the Technology area will have items to bring before the Board next month.

Attachment 9 will begin gearing up for the next budget year (FY09). Dr. Stonecypher said that the presidents, inter-alumni, trustees, representatives from our Board, and faculty associations get together in early June to establish the legislative agenda.

Mrs. Gilbert handed out Attachment 9a. Our overall request is for mid-level funding. Mrs. Gilbert sent a three page questionnaire to the colleges asking questions such as: (1) How many new faculty and other positions will you need? (2) What do you project your enrollment to be? (3) Questions regarding technology needs. Attachment 9a is a result of the questionnaire. Mrs. Gilbert will use this information to put together the request for FY09. Mrs. Gilbert said that they are proposing a 3% enrollment increase. They are indicating that they will need 63 new faculty positions in FY08 and an additional 78 positions in FY09. Technology staffing is a large part of that number. Colleges were

also asked about increases in federal funds and local funds. They were also asked about fee increases and student enrollment; four of the schools are going to increase fees slightly. Mr. Walker stated that The Clarion-Ledger commended the two year colleges for not increasing tuition.

Mr. Perry stated that all of the colleges seemed to be in line for salary increases except Itawamba and Meridian. Legislative appropriations were basically a 3% increase in salaries. Dr. Stonecypher stated that Itawamba receives the full 6 mills from their districts, and their enrollment has increased. Mrs. Gilbert replied that Meridian's salaries were low and that they were trying to get them increased to be more competitive. Dr. Stonecypher added that the average is 5.8%. Mrs. Gilbert said that the analysts say that they put in enough for a 3% raise, but they also put in another \$26 million for mid-level.

Mr. Perry asked if IHL was going to increase their tuition for next year. Dr. Sykes said that the College Board voted to increase their tuition for next year. He said that the increase would be between \$160.00 to \$320.00 a year. Dr. Sykes stated that he would report the precise increase at the Friday morning meeting.

Mr. Walker asked if there was any contention on the College Board regarding their tuition increases. Dr. Sykes stated that there was some discussion but no contention.

Mrs. Gilbert reported that many of the colleges were requesting new career/technical programs: Tool & Die, Millwork, Welding, Construction Technology, Construction Management, Physical Therapy, and Allied Health. The colleges are predicting a 3% enrollment increase, and that will be the basis for the basic operational amount. The 3% increase is an average for all 15 colleges.

Dr. Nelson asked who received the questionnaires at the colleges. Mrs. Gilbert reported that the questionnaire is mailed to the presidents and is also mailed to the business managers.

Dr. Stonecypher referred everyone to the special report that Mrs. Gilbert (along with Dr. Day) comprised at the request of Mr. Johnny Franklin, policy advisor from the Governor's office. It is entitled "History of Funding Revenue Sources FY1997-FY2007". It contains information that will be good reference material. It gives the legislative intent for each year. 2000 was the best year until this year. There were cuts for 4 years in a row. Mr. Franklin also wanted lobbying expenses, as well as, the financial statements of the colleges' foundations. In addition, he was interested in the retention and graduation rates.

Mr. Perry asked what the legislative intent from the SBCJC Appropriations Bill is for this year for salaries for the state board. Mrs. Gilbert said that it is not stated in the bill, but the analysts have told her that there is enough allocated for a 5% increase plus retirement increases, health insurance, and funding for vacant positions.

Attachment 11 is a Salary Schedule Revision. A couple of positions have been eliminated, and some titles have been changed. The accountant/personnel manager position step was raised. All position titles are now up-to-date.

Mr. Walker recognized Dr. Pugh for the Career/Technical Agenda. Dr. Pugh stated that previously new program applications were only taken once a year in either April or May

for start-up in the fall. Since the State Board has been working Career/Technical under a management agreement, that policy has changed. Now, new programs can start at different times of the year, but most will still be requested in the April/May timeframe. A very detailed proposal is submitted by the colleges where they discuss curriculum, funding resources, industry support in their local areas, job analysis, and projected wages. When the report is received in our offices, we cross-reference it with the state curriculum, look at their resources, and do our own job research and make a recommendation once we are satisfied.

There are eight items on the Career/Technical Agenda:

Program Closure:

Hinds Community College (Rankin Campus) –AAS, Optometric Technology.

New Programs:

East MS Community College (Scooba) –Vocational Certificate, Basic Electrical Lineworker (ELB)

East MS Community College (Golden Triangle-Mayhew) –AAS and Vocational Certificate, Surgical Technology

Holmes Community College (Grenada Center) – AAS, Conservation Law Enforcement

Northeast MS Community College (Booneville) – AAS and Vocational Certificate, Culinary Arts Technology

Northwest MS Community College (Senatobia Campus) – AAS and Vocational Certificate, Food Production and Management Technology

Pearl River Community Colleges (Poplarville and Hattiesburg Woodall ATC) – AAS and Technical Certificate, Utility Lineman Technology

Southwest MS Community College (Summit) –AAS, Health Information Technology

Dr. Pugh stated that he looks forward to giving a Workforce report later with Career Readiness Certificate updates.

Dr. Bradberry reported that the tenure of Dr. Shirley Hopkins-Davis on the board of the **Mississippi Commission on Proprietary School and College Registration (CPSCR)** will be up after the June meeting. She has agreed to continue to serve if the Board

approves reappointment. He said that he would ask for approval from the Board on Friday.

Dr. Bradberry gave a report on the Legislative Special Session which addressed economic developments. There was some controversy during the session; however, Dr. Bradberry was very impressed with Representative Percy Watson, who showed a great deal of leadership in getting the legislation passed.

Dr. Bradberry said that the staff and Board need to be working on a wish list for the Legislative Workshop in early June. Some items mentioned were reorganization of the college boards, millage rate, bonds for a new facility, Drop-Out Recovery, and Mid-Level Funding.

Dr. Stonecypher discussed the possibility of a new facility. The Associate Executive Directors listed the needs for their particular departments. Preliminary ideas call for 23,523 square feet of space to plan for the future. The plan is that the new facility would be a Community College Center and not just a State Board Office. It may include a History of Memories Museum, Sports Hall of Fame, etc. It could be a facility that all the community colleges could use.

Dr. Bradberry stated that the average cost would be approximately \$200 to \$250 per square foot if facility is located on present state-owned grounds. We should expect to pay an additional 10% for furnishings and landscaping.

Mr. Walker asked if there were any additional items that needed to be addressed. There were none.

The meeting was adjourned at 8:30 p.m.

Recorded by:


